



CITY of YORBA LINDA

COMMUNITY DEVELOPMENT | BUILDING

Subject: Request for Alternate Materials, Design or Construction Methods or Code Modifications

Effective Date: 04/18/2025

Job Address:	
Project Name/Owner Name:	
Application/Permit Number:	Date:
Requester Name:	Email:
Requested By: ☐ Engineer ☐ Architect ☐ Contractor ☐ Owner	
Type of Request: ☐ Building ☐ Electrical ☐ Mechanical ☐ Plumbing ☐ Fire	
☐ Request for Modifications ☐ Request for Alternate Materials, Design and Methods of Construction	
Proposed Material/Product, Design or Method:	

Describe Use of Building / Project Type

Occupancy Type:	# of Stories:	Type of Const.:
Fire Sprinklers: ☐ Yes ☐ No	Floor area sq. ft.:	☐ Residential ☐ Commercial
☐ New Construction	☐ Addition	☐ Remodel
Project Scope:		

Justification (submit plans and supporting documentation as necessary)

The justification must clearly state the basis for the request and substantiate the claim of equivalency to code requirements for the proposed material, design, or construction method.

Requested By:

Name

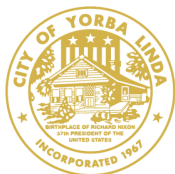
Signature

Date

Office Use Only

☐ Category 1: The minimum initial filing fee is based on 1 hour of review time per the current fee schedule. It will be charged for issues of minimal complexity and/or have been evaluated frequently on other cases. Surcharges apply and will be added to the filing fee.	☐ Category 2: The minimum initial filing fee is based on 3 hours of review time per the current fee schedule. It will be charged for issues of moderate complexity and/or have been evaluated infrequently. Surcharges apply and will be added to the filing fee.	☐ Category 3: The minimum initial filing fee is based on 5 hours of review time per the current fee schedule. It will be charged for issues of higher complexity and/or have not been evaluated previously. Surcharges apply and will be added to the filing fee.
Fee Paid: ☐ Yes ☐ No	Receipt #	Date Logged:
Findings/Conditions:		
Building Official Signature:		☐ Approved ☐ Denied
Fire Official Signature (<i>if applicable</i>) :		☐ Approved ☐ Denied

If use of alternative materials or methods of construction is granted, it is site-specific and will be limited to the particular project covered in the application.



Where there are practical difficulties involved in carrying out the provisions of this code, the Building Official shall have the authority to grant modifications for individual cases, upon application of the owner or the owner's authorized agent. The Building Official shall first find that special individual reason makes the strict letter of this code impractical, that the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, accessibility, life and fire safety or structural requirements.

The proposed alternate materials, methods, or modifications may be permitted where it has been demonstrated that the equivalent objectives prescribed by the code can be achieved by establishing and maintaining effective fire and safety, structural integrity, strength, fire resistance, sanitation, and/or equipment suitability.

All Requests for modification or requests for alternative materials/methods of construction must be clear and complete in order to be accepted for review.

The applicant shall submit a formal request that includes, but may not be limited to the applicable data listed below:

- ☐ Describe all elements of the alternative (i.e., materials, products, and methods of construction) and explain why the request is being submitted.
- ☐ Attach copies of reference material including, but not limited to tests, reports, approvals/listings, code sections, expert opinions, etc.
- ☐ Provide documentation supporting the evaluation methods and the use of the alternative method, such as, but not limited to tests, research reports (e.g. I.C.C.-ES), recognized standards, manufacturers installation standards, etc.
- ☐ Specify the code section(s) for which the alternative is requested.
- ☐ Specify why the request is being submitted, and how the alternative methods comply with the intent of the code.
- ☐ Compare the proposed alternative with the code requirements and show that the proposed alternative provides an equivalent, or greater level of: quality, effectiveness, durability, fire resistance, safety, structural strength, and overall protection to public health, safety, and welfare.
- ☐ Specify when and where, any special inspections, 3rd party inspections, and testing are required. Describe the anticipated verification procedures for field approval.
- ☐ Show how the proposed alternate, if accepted, will be identified on the job site.
- ☐ The application and supporting documentation shall be dated, signed, and stamped by the registered design professional.

1. Upon receipt of the formal request, city staff will assign it as a category 1, 2, 3 depending on its complexity and the estimated timeframe required to review.
2. Following the assignment of the category, the applicant will be provided with the initial fee

The design professional shall incorporate into the construction documents all the specifics of the proposal and the information related to the request. Additionally, they shall include any conditions required by the Building Official in granting approval.